



FINANCE/PERSONNEL SUBCOMMITTEE AGENDA

SUBCOMMITTEE MEMBERS

LARRY McCALLON, MEMBER
JOHN TIMMER, MEMBER

April 13, 2021
10:00 a.m.
Donahue Council Chambers
Highland City Hall
27215 Base Line
Highland, California

SPECIAL NOTICE REGARDING COVID-19

This meeting is being held in person. Please be advised, facial coverings or masks must be worn in the Council Chambers. If you do not have a facial covering or mask, one will be provided to you. The number of persons permitted in the Council Chambers will be limited to the available seats in order to adhere to social distancing guidelines. Temperature checks will be taken prior to entering the Council Chambers.

If there are no available seats in the Council Chambers, accommodations will be made for members of the public to listen to the meeting outside the Council Chambers. Seating will not be provided outside the Council Chambers.

Submission of Public Comments: To limit the number of persons in the Council Chambers, the public is encouraged to make public comments by email rather than in person. For those wishing to make public comments by email, please submit your comments by email to be read aloud at the meeting. Email comments must be submitted by 9:00 a.m. on April 13, 2021, to publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the April 13, 2021 agenda, please identify the agenda item number in the subject line. All email comments shall be subject to the same rules as would otherwise govern speaker comments at the Council meeting. Members of the public will be permitted to make public comments in person.

CITY OF HIGHLAND MISSION STATEMENT

Highland is dedicated to the betterment of the individual, the family, the neighborhood, and the community. The City Council and the staff of Highland are dedicated to providing the quality of public facilities and services that its citizens are willing to fund and will do so as efficiently as possible.

Visit the City's Website at: www.cityofhighland.org

THE CITY OF HIGHLAND COMPLIES WITH THE AMERICANS WITH DISABILITIES ACT OF 1990. IF YOU REQUIRE SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CALL THE CITY CLERK'S OFFICE AT (909) 864-8732, EXT. 226 AT LEAST 48 HOURS PRIOR TO THE MEETING.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Highland to all or a majority of the Subcommittee less than 72 hours prior to that meeting are available for public inspection at Highland City Hall, 27215 Base Line, Highland, during normal business hours.

Larry McCallon, Member

John Timmer, Member

FINANCE/PERSONNEL SUBCOMMITTEE

April 13, 2021 – 10:00 a.m.

CALL TO ORDER

PUBLIC COMMENT

ITEMS

1. Review Minutes of April 6, 2021 Meeting

RECOMMENDATION: Approve the Minutes as submitted.

2. 2021 Development Impact Fees (DIF) Adjustment

RECOMMENDATION: That the Finance/Personnel Subcommittee review and make a recommendation regarding the 2021 Development Impact Fees Adjustment.

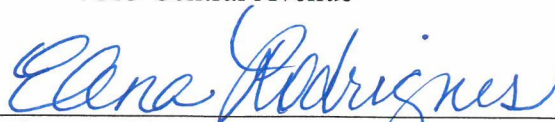
ADJOURN

I, Elena Rodrigues, Administrative Assistant III, of the City of Highland, California, certify that I caused to be posted this Agenda on the 8th day of April 2021, by 5:30 p.m. on our website at www.cityofhighland.org and in the following designated areas:

City Hall
27215 Base Line

Highland Branch Library
7863 Central Avenue

Highland Fire Station No. 1
26974 Base Line



Elena Rodrigues, Administrative Assistant III

Agenda Item #1

MINUTES
FINANCE/PERSONNEL SUBCOMMITTEE
April 6, 2021

CALL TO ORDER

The regular meeting of the Finance/Personnel Subcommittee of the City of Highland was called to order at 10:00 a.m. at the Upright Conference Room, 27215 Base Line, Highland, California.

ROLL CALL

Present: McCallon, Timmer
Absent: None

PUBLIC COMMENT

None

ITEMS

1. Review Minutes of March 23, 2021 Meeting
 - Minutes were approved as submitted.
2. 2021-2023 Budget Operating Expenditures and Revenues
 - The Finance/Personnel Subcommittee reviewed and recommend approval to the City Council of the 2021-2023 Proposed Operating Expenditures and Revenues.

CLOSED SESSION

At 10:33 a.m. the Finance/Personnel Subcommittee convened into closed session regarding the following:

CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Government Code Section 54957.6 regarding the following:

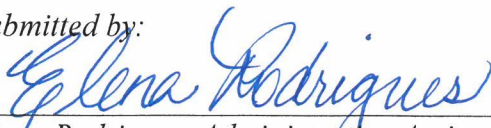
Agency Negotiator: Joseph Hughes, City Manager
Employee Organization: All unrepresented employees

At 10:58 a.m. the Finance/Personnel Subcommittee convened into open session making no announcements.

ADJOURN

There being no further business the meeting was adjourned at 11:00 a.m.

Submitted by:


Elena Rodriguez, Administrative Assistant III

Approved by:

Subcommittee Member

Agenda Item #2

2021 Development Impact Fees (DIF) Adjustment:

- 1) Adjustments to DIF Categories 1 thru 3, based on changes to Caltrans "Price Index for Selected Highway Construction Items" from 4th Quarter 2019 (94.63) to 4th Quarter 2020 (102.38), will be adjusted 8.19%.
- 2) Adjustment to DIF Categories 4 thru 9 includes an increase of 2.83% based on changes to "California Department of General Services California Construction Cost Index" from December 2019 (6924) to December 2020 (7120).

Detached Dwelling (Per Dwelling Unit Cost)

Category		2019 DIF	2019 Index Change	2019 Recommended Adjustment	Existing 2020 DIF	2020 Index Change	2020 Recommended Adjustment	Proposed 2021 DIF
1	Regional Circulation System	\$ 12,827.55	6.47%	3.60%	\$ 13,289.35	8.19%	8.19%	\$ 14,377.74
2	Local Circulation System	\$ 4,423.37	6.47%	3.60%	\$ 4,582.61	8.19%	8.19%	\$ 4,957.93
3	Regional Flood Control Facilities	\$ 1,031.12	6.47%	3.60%	\$ 1,068.24	8.19%	8.19%	\$ 1,155.73
4	Law Enforcement Facilities	\$ 266.63	3.60%	3.60%	\$ 276.23	2.83%	2.83%	\$ 284.05
5	Fire Suppression Facilities (Vehicle & Equipment)	\$ 947.01	3.60%	3.60%	\$ 981.10	2.83%	2.83%	\$ 1,008.86
6	General Facilities (Vehicle & Equipment)	\$ 1,182.11	3.60%	3.60%	\$ 1,224.67	2.83%	2.83%	\$ 1,259.33
7	Public Library Facility & Collection	\$ 1,087.53	3.60%	3.60%	\$ 1,126.68	2.83%	2.83%	\$ 1,158.57
8	Public Use (Community Center) Facilities	\$ 1,355.52	3.60%	3.60%	\$ 1,404.31	2.83%	2.83%	\$ 1,444.06
9	Park Land Acquisition & Park Facilities	\$ 4,414.52	3.60%	3.60%	\$ 4,573.44	2.83%	2.83%	\$ 4,702.87
		\$ 27,535.36		3.60%	\$ 28,526.64		3.60%	\$ 30,349.14

Attached Dwelling (Per Dwelling Unit Cost)

Category		2019 DIF	2019 Index Change	2019 Recommended Adjustment	Existing 2020 DIF	2020 Index Change	2020 Recommended Adjustment	Proposed 2021 DIF
1	Regional Circulation System	\$ 8,564.04	6.47%	3.60%	\$ 8,872.35	8.19%	8.19%	\$ 9,598.99
2	Local Circulation System	\$ 2,952.56	6.47%	3.60%	\$ 3,058.86	8.19%	8.19%	\$ 3,309.38
3	Regional Flood Control Facilities	\$ 441.24	6.47%	3.60%	\$ 457.13	8.19%	8.19%	\$ 494.57
4	Law Enforcement Facilities	\$ 421.65	3.60%	3.60%	\$ 436.83	2.83%	2.83%	\$ 449.19
5	Fire Suppression Facilities (Vehicle & Equipment)	\$ 307.35	3.60%	3.60%	\$ 318.42	2.83%	2.83%	\$ 327.43
6	General Facilities (Vehicle & Equipment)	\$ 1,182.11	3.60%	3.60%	\$ 1,224.67	2.83%	2.83%	\$ 1,259.33
7	Public Library Facility & Collection	\$ 1,046.82	3.60%	3.60%	\$ 1,084.50	2.83%	2.83%	\$ 1,115.20
8	Public Use (Community Center) Facilities	\$ 1,304.27	3.60%	3.60%	\$ 1,351.22	2.83%	2.83%	\$ 1,389.46
9	Park Land Acquisition & Park Facilities	\$ 4,247.72	3.60%	3.60%	\$ 4,400.64	2.83%	2.83%	\$ 4,525.18
		\$ 20,467.77		3.60%	\$ 21,204.61		3.60%	\$ 22,468.72

Mobile Home (Per Dwelling Unit Cost)

Category		2019 DIF	2019 Index Change	2019 Recommended Adjustment	Proposed 2020 DIF	2020 Index Change	2020 Recommended Adjustment	Proposed 2021 DIF
1	Regional Circulation System	\$ 6,714.41	6.47%	3.60%	\$ 6,956.13	8.19%	8.19%	\$ 7,525.84
2	Local Circulation System	\$ 2,315.74	6.47%	3.60%	\$ 2,399.11	8.19%	8.19%	\$ 2,595.60
3	Regional Flood Control Facilities	\$ 363.00	6.47%	3.60%	\$ 376.06	8.19%	8.19%	\$ 406.86
4	Law Enforcement Facilities	\$ 228.53	3.60%	3.60%	\$ 236.76	2.83%	2.83%	\$ 243.46
5	Fire Suppression Facilities (Vehicle & Equipment)	\$ 992.98	3.60%	3.60%	\$ 1,028.73	2.83%	2.83%	\$ 1,057.84
6	General Facilities (Vehicle & Equipment)	\$ 1,182.11	3.60%	3.60%	\$ 1,224.67	2.83%	2.83%	\$ 1,259.33
7	Public Library Facility & Collection	\$ 748.67	3.60%	3.60%	\$ 775.62	2.83%	2.83%	\$ 797.57
8	Public Use (Community Center) Facilities	\$ 933.88	3.60%	3.60%	\$ 967.50	2.83%	2.83%	\$ 994.88
9	Park Land Acquisition & Park Facilities	\$ 3,043.29	3.60%	3.60%	\$ 3,152.85	2.83%	2.83%	\$ 3,242.07
		\$ 16,522.61		3.60%	\$ 17,117.43		3.60%	\$ 18,123.45

Commercial Lodging (Per Lodging Unit)

Category		2019 DIF	2019 Index Change	2019 Recommended Adjustment	Existing 2020 DIF	2020 Index Change	2020 Recommended Adjustment	Proposed 2021 DIF
1	Regional Circulation System	\$ 6,747.90	6.47%	3.60%	\$ 6,990.82	8.19%	8.19%	\$ 7,563.37
2	Local Circulation System	\$ 2,326.67	6.47%	3.60%	\$ 2,410.43	8.19%	8.19%	\$ 2,607.84
3	Regional Flood Control Facilities	\$ 169.00	6.47%	3.60%	\$ 175.08	8.19%	8.19%	\$ 189.42
4	Law Enforcement Facilities	\$ 177.34	3.60%	3.60%	\$ 183.72	2.83%	2.83%	\$ 188.92
5	Fire Suppression Facilities (Vehicle & Equipment)	\$ 1,505.22	3.60%	3.60%	\$ 1,559.41	2.83%	2.83%	\$ 1,603.54
6	General Facilities (Vehicle & Equipment)	\$ 200.98	3.60%	3.60%	\$ 208.21	2.83%	2.83%	\$ 214.11
7	Public Library Facility & Collection	N/A	N/A		N/A	N/A		N/A
8	Public Use (Community Center) Facilities	N/A	N/A		N/A	N/A		N/A
9	Park Land Acquisition & Park Facilities	N/A	N/A		N/A	N/A		N/A
		\$ 11,127.11		3.60%	\$ 11,527.68			\$ 12,367.21

Commercial/Office (Per Building Square Footage)

Category		2019 DIF	2019 Index Change	2019 Recommended Adjustment	Existing 2020 DIF	2020 Index Change	2020 Recommended Adjustment	Proposed 2021 DIF
1	Regional Circulation System	\$ 12.050	6.47%	3.60%	\$ 12.48	8.19%	8.19%	\$ 13.51
2	Local Circulation System	\$ 4.153	6.47%	3.60%	\$ 4.30	8.19%	8.19%	\$ 4.65
3	Regional Flood Control Facilities	\$ 0.228	6.47%	3.60%	\$ 0.24	8.19%	8.19%	\$ 0.26
4	Law Enforcement Facilities	\$ 0.154	3.60%	3.60%	\$ 0.16	2.83%	2.83%	\$ 0.16
5	Fire Suppression Facilities (Vehicle & Equipment)	\$ 0.230	3.60%	3.60%	\$ 0.24	2.83%	2.83%	\$ 0.24
6	General Facilities (Vehicle & Equipment)	\$ 0.277	3.60%	3.60%	\$ 0.29	2.83%	2.83%	\$ 0.29
7	Public Library Facility & Collection	N/A	N/A		N/A	N/A		N/A
8	Public Use (Community Center) Facilities	N/A	N/A		N/A	N/A		N/A
9	Park Land Acquisition & Park Facilities	N/A	N/A		N/A	N/A		N/A
		\$ 17.091			\$ 17.706			\$ 19.120

Industrial (Per Building Square Footage)

Category		2019 DIF	2019 Index Change	2019 Recommended Adjustment	Existing 2020 DIF	2020 Index Change	2020 Recommended Adjustment	Proposed 2021 DIF
1	Regional Circulation System	\$ 9.271	6.47%	3.60%	\$ 9.61	8.19%	8.19%	\$ 10.392
2	Local Circulation System	\$ 3.103	6.47%	3.60%	\$ 3.21	8.19%	8.19%	\$ 3.478
3	Regional Flood Control Facilities	\$ 0.291	6.47%	3.60%	\$ 0.30	8.19%	8.19%	\$ 0.327
4	Law Enforcement Facilities	\$ 0.008	3.60%	3.60%	\$ 0.01	2.83%	2.83%	\$ 0.009
5	Fire Suppression Facilities (Vehicle & Equipment)	\$ 0.068	3.60%	3.60%	\$ 0.07	2.83%	2.83%	\$ 0.073
6	General Facilities (Vehicle & Equipment)	\$ 0.277	3.60%	3.60%	\$ 0.29	2.83%	2.83%	\$ 0.295
7	Public Library Facility & Collection	N/A	N/A		N/A	N/A		N/A
8	Public Use (Community Center) Facilities	N/A	N/A		N/A	N/A		N/A
9	Park Land Acquisition & Park Facilities	N/A	N/A		N/A	N/A		N/A
		\$ 13.019			\$ 13.487			\$ 14.572